

REPORTS INVENTORY						CONTROL NO. DDS/00-001									
PREPARE IN DUPLICATE															
1. TITLE OF REPORT (if a fill-in report include Form No.) PROGRAM REVIEW 5 YEAR						2. TYPE OF REPORT <input checked="" type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING									
3. FUNCTIONAL AREA <table border="1"><tr><td>XX</td><td>PERSONNEL</td><td>TRAINING</td></tr><tr><td></td><td>LOGISTICS</td><td>SECURITY</td></tr><tr><td></td><td>MEDICAL</td><td>X FINANCE</td></tr></table>						XX	PERSONNEL	TRAINING		LOGISTICS	SECURITY		MEDICAL	X FINANCE	ADMIN. GENERAL OTHER (specify) COMMUNICATIONS
XX	PERSONNEL	TRAINING													
	LOGISTICS	SECURITY													
	MEDICAL	X FINANCE													
4. NO. OF COPIES PREPARED THREE		5. FREQUENCY (weekly, monthly, quarterly, etc.) ANNUALLY		6. DISTRIBUTION (No. of components not number of copies) OC-Exe Director Comptrolle											
7. FORMAT (memorandum, form computer print-out, etc.) MEMORANDUM		8. ADP PROCESSING <table border="1"><tr><td>XX</td><td>YES</td><td>IF YES GIVE ADP PROCESSING NO.</td></tr><tr><td></td><td>NO</td><td></td></tr></table>		XX	YES	IF YES GIVE ADP PROCESSING NO.		NO		9. DIRECTIVE AUTHORITY REQUIRING REPORT OC-EXECUTIVE DIRECTOR/COMP					
XX	YES	IF YES GIVE ADP PROCESSING NO.													
	NO														
10. PREPARING COMPONENT (include lowest level contributing information to report) OC-CS/RSB		11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) N/A													
12. COST FACTORS															
A. MANUAL PREPARATION AND REVIEW COSTS															
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR						
GS-12-16	10.00 average		60 hrs		600.00		annually		600.00						
GS-06	3.75		2 hrs		7.50		annually		7.50						
									607.50 TOTAL						
B. COSTS OF COMPUTER PRODUCED REPORTS							<i>607.50</i>								
2,340 TOTAL COSTS PER YEAR															
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.															
14. FUTURE GOALS							ESTIMATED SAVINGS								
DATE PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE							<input type="checkbox"/> OTHER (explain)								
							MAN-HOURS	DOLLARS							
15. DATE OF INVENTORY		Approved For Release 2006/10/13 : CIA-RDP75-00399R000100090068-4					16. EXTENSION								